

ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA

November 5, 2018 6:00 PM
Assembly Chambers
AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. September 17, 2018 Assembly Human Resources Committee Minutes-DRAFT

IV. PUBLIC PARTICIPATION

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Overview of HRC Roles and Responsibilities

1. Assembly Rules of Procedure
2. Review of 2019 Assembly Meeting Calendar
3. Review of Hospital & Planning Commission Interview Questions

A. Board Matters

1. Bidding Review Board - Appointment

The Bidding Review Board consists of five public seats, preferably including one attorney.

Two vacant seats are currently up for consideration for varying terms. One seat begins immediately with a term ending date of May 31, 2020 and the other seat begins immediately with a term ending date of May 31, 2021.

Your packet contains the membership roster and one application from Alexander Smith. No other applications have been received.

2. Jensen Olson Arboretum Advisory Board (JOAAB) - Appointment

The Jensen-Olson Arboretum Advisory Board consists of nine public seats and one Parks & Recreation Advisory Committee Liaison.

There is currently one vacant seat beginning immediately with term ending, January 31, 2021.

Your packet contains the membership roster and one application from Catherine Evans. No other applications have been received.

3. Juneau Human Rights Commission (JHRC) - Appointment

The Juneau Human Rights Commission consists of five public seats.

Two vacant seats are currently up for consideration for varying terms. One seat begins immediately with a term ending date of May 31, 2020 and the other seat begins immediately with a term ending date of May 31, 2021.

Your packet contains the membership roster and one application from Suzanne Dutson. No other applications have been received.

4. Parks & Recreation Advisory Committee (PRAC) - Appointment

The Parks and Recreation Advisory Committee (PRAC) consists of nine public seats and one Assembly liaison.

On October 8, 2018, Traci Gilmour submitted her letter of resignation from the PRAC effective immediately. The now vacant seat would have an appointment beginning immediately with a term ending February 28, 2019.

Your packet contains the membership roster and one application from Kirk Duncan. No other applications have been received.

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA

September 17, 2018 6:00 PM
Assembly Chambers
DRAFT Minutes

I. ROLL CALL

Chair Maria Gladyszewski called the meeting to order at 6:00 p.m.

HRC Members Present: Maria Gladyszewski, Jesse Kiehl, and Rob Edwardson

Members Absent: None

Staff Present: Diane Cathcart, Deputy Clerk, Beth McKibben, CDD Planning Manager

II. APPROVAL OF AGENDA

Hearing no objections, the Human Resources Committee agenda for September 17, 2018 was approved as presented.

III. APPROVAL OF MINUTES

A. August 13, 2018 Human Resources Committee Minutes

The minutes of the August 13, 2018 Human Resources Committee were approved as amended.

B. August 27, 2018 Special Human Resources Committee Minutes

The minutes of the August 27, 2018 Human Resources Committee were approved as amended.

IV. PUBLIC PARTICIPATION

None

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. ADA Committee - Appointment

Motion: by Mr. Kiehl to forward to the full Assembly, the recommendation to appoint Charlene Steinman to the ADA Committee for a term beginning immediately and ending August 31, 2021. *Hearing no objection, the motion passed.*

2. ADA Committee - Annual Report

Matt McGuan, ADA Committee Chair was on hand to answer questions of the HRC.

Mr. Kiehl asked if the committee has been able to put together cost estimates on some of the projects it is working on? Mr. McGuan stated that the Parks & Recreation Advisory Committee is taking the lead on that as far as looking at developing ADA trails and the ADA Committee is supporting them; the other issue is a deficiency in lift-equipped taxis in Juneau but a cost estimate has yet to be done. The committee would like to focus on that in the coming year.

Mr. Kiehl followed up by requesting the committee look at cost estimates for CBJ facilities, streets, and tactile plates at the curb, as an example, since those may be part of an ADA category regarding Community Development Block Grant eligibility. Mr. McGuan will follow up with staff liaison Charlie Ford regarding Mr. Kiehl's request.

The HRC thanked Mr. McGuan and the ADA Committee for all their work over the last year.

3. Parks & Recreation Advisory Committee - Appointment

Motion: by Mr. Kiehl to forward to the full Assembly, the recommendation to appoint Will Muldoon to the Parks & Recreation Advisory Committee for a term beginning immediately and ending February 28, 2019. *Hearing no objection, the motion passed.*

4. Sister Cities Committee Funding Request

Motion: by Mr. Kiehl to approve \$308.00 for the Sister Cities Committee Member's expenses. *Hearing no objection, motion passes.*

5. Community Development Block Grant - CDD Staff Recommendation

Beth McKibben, CDD Planning Manager presented the Community Development Block Grant proposals that were submitted to Community Development Department.

The proposals were: Bartlett Regional Hospital Crisis Stabilization Center, Juneau Housing First Collaborative Phase II of the Housing First Facility, and St. Vincent de Paul Dan Austin Transitional Support Services Center.

Discussion was had among the HRC members regarding the three proposals and the recommendations from staff on which proposal would best fit current needs within Juneau.

Maureen Hall, President of St. Vincent de Paul (SVdP) Board spoke in favor of the SVdP proposal; as did Doug Harris from Juneau Alliance for Mental Health Inc (JAHMI), and Brad Perkins, Interim Manager of SVdP.

Motion: by Mr. Kiehl to forward the recommendation from the Human Resources Committee to the full Assembly CBJ co-apply with St. Vincent de Paul Society for the Federal Fiscal Year 18 Community Development Block Grant as described in the HRC packet.
Hearing no objections, the motion passed.

B. Other Business

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:51 p.m.

Presented by: The Manager
Introduced: 01/09/2017
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2781

A Resolution Reestablishing the Assembly Rules of Procedure, and Repealing Resolution No. 2550.

WHEREAS, it is necessary for the orderly conduct of business that rules of procedure be adopted for the Assembly.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Rules of Procedure. The following rules of procedure are adopted:

RULE 1. AGENDA.

A. Order of Business. At all regular meetings the order of business shall be:

- I. Flag Salute
- II. Roll Call
- III. Approval of Minutes
- IV. Manager's Requests for Agenda Changes
- V. Public Participation on Non-agenda Items (Not to Exceed a Total of 20 Minutes, Nor More than Five Minutes for Any Individual)
- VI. Consent Agenda
 - A. Public Requests for Consent Agenda Changes, Other than Ordinances for Introduction
 - B. Assembly Requests for Consent Agenda Changes
 - C. Assembly Action
- VII. Ordinances for Public Hearing
 - A. Administrative or Committee Reports
 - B. Public Hearing
 - C. Assembly Action
- VIII. Unfinished Business
 - A. Administrative or Committee Reports

- B. Public Hearing
- C. Assembly Action
- IX. New Business
 - A. Administrative or Committee Reports
 - B. Public Hearing
 - C. Assembly Action
- X. Staff Reports
- XI. Assembly Reports
 - A. Mayor's Report
 - B. Committee Reports
 - C. Liaison Reports
 - D. Presiding Officer Reports
- XII. Assembly Comments and Questions
- XIII. Continuation of Public Participation on Public Participation on Non-agenda Items
- XIV. Executive Session
- XV. Adjournment

B. Agenda Preparation. The agenda shall be prepared by the Manager subject to review and revision by the Mayor. The Mayor or the Manager shall brief the Assembly as to any revisions. Other matters may be considered under administrative reports, unfinished business, or new business as applicable.

C. Consent Agenda. The Manager shall include under the consent agenda:

1. Ordinances for introduction;
2. Resolutions;
3. Bid awards requiring Assembly concurrence; and
4. Other items requiring Assembly action which do not involve substantial public policy questions.

The Manager shall include with the agenda such supplemental material or reports as may be necessary to explain each item on the consent agenda and shall include a specific recommendation for Assembly action on each item. Material, reports, and recommendations submitted in writing to each member present and which are available for public inspection prior to the Assembly meeting need not be read aloud, but the minutes shall reflect the Manager's recommendation on each consent agenda item adopted. Upon adoption of a motion to adopt the consent agenda, all consent agenda items subject to the motion are adopted as recommended by the Manager. The motion to adopt may not be amended; provided, upon the request of any member, an item on the consent agenda shall be removed from the consent agenda

and placed under the appropriate regular agenda item for Assembly action. A notice or motion for reconsideration or a motion to rescind a consent agenda motion shall contain reference to the specific consent agenda item which is the subject of the notice or motion and only that item shall be affected by the notice or motion.

RULE 2. MEETINGS.

A. Date and Time of Regular Meetings. The Assembly shall regularly meet at 7:00 p.m. every third Monday according to a schedule approved by the Assembly and published by the Clerk's office. The Assembly may by motion or otherwise change the date of a meeting as may be necessary or convenient.

B. Place of Regular Meetings. Regular Assembly meetings shall be held in the Assembly Chambers at the Municipal Building at 155 South Seward Street, Juneau, Alaska, unless the Assembly, at a preceding regular or special meeting has, by motion or otherwise, designated a different place for a particular meeting.

C. Special Meetings. Special meetings may be called and held as provided by the Charter.

D. Time of Adjournment. Meetings will adjourn at 11:00 p.m. unless extended by a vote of at least six members.

RULE 3. ASSEMBLYMEMBER ATTENDANCE POLICY FOR REGULAR MEETINGS.

A. Excused Absences. Any absence of an Assemblymember from a regular meeting of the Assembly shall be deemed to be unexcused unless the Assemblymember is absent from the meeting as a result of attending to official business on behalf of the City and Borough of Juneau, for extenuating medical reasons, or for other significant cause, in which case the absence shall be deemed to be excused.

B. Attendance Report. Upon request of the Human Resources Committee, the Manager shall direct the Clerk to provide to the Assembly quarterly reports on attendance at regular Assembly meetings.

RULE 4. LEGISLATION.

A. Drafting. The Attorney shall draft ordinances and resolutions

1. For presentation to the Assembly only

(a) by vote or consensus of the Assembly,

(b) by vote of a standing or ad hoc Assembly committee,

(c) by request of the Mayor or the Manager, or

(d) on the Attorney's own initiative to correct errors not otherwise correctable in any section or to make amendments to Title 01.45

the Conflict of Interest Code, Title 01.50 the Appellate Code, Title 01.60 the Regulation Procedures Code, Title 03.30 the Code Enforcement Code, Title 42 the Penal Code, or any section imposing duties on the Attorney.

2. For presentation to a standing or ad hoc Assembly committee only by vote of the committee, request of its chair, or by direction of the Assembly.

B. Procedure. Upon presentation of an ordinance, any member may move that it be introduced and set for public hearing, referred to committee, deferred, or rejected as provided in Charter section 5.3. If the motion is for referral to committee, the Mayor shall refer the ordinance to the appropriate committee. The Mayor's referral may be changed by a majority vote of the members of the Assembly. If the motion is for introduction, the motion shall set a date for the public hearing. All such motions may be amended.

RULE 5. COMMITTEES.

A. Standing Committees. The Assembly shall have the following standing committees:

1. Committee of the Whole
2. Finance Committee
3. Human Resources Committee
4. Lands Committee
5. Public Works and Facilities Committee

Any member of the Assembly may sit with any committee at all times; such member shall have the right to participate in committee discussion except that members of the committee shall have priority in obtaining the floor and only committee members may vote. Reasonable opportunity for the public to be heard shall be allowed at committee meetings other than those designated as work sessions.

B. Special Committees. The Assembly shall have such special committees as may be considered necessary. Special committees automatically terminate upon completion of the committee's assignment.

C. Selection, Process and Duties of Committees of the Assembly.

1. Standing Committees.
 - (a) With the exception of the Committee of the Whole, the Finance Committee, and the Human Resources Committee in proceedings pursuant to Rule 5(C)(2)(f), there shall be not more than four Assemblymembers appointed to each standing committee of the Assembly. Each Assemblymember will be appointed to at least one, but not more than three, standing committees, in addition to the Finance Committee and the Committee of the Whole.

- (b) Nominations for standing committee appointments and for the position of chair of each such committee shall be made by the Mayor, and shall be subject to ratification by the Assembly. In making nominations for committee appointments, the Mayor shall strive to ensure, to the extent reasonably possible, that there is a balance and diversity of opinion, viewpoints, and perspective among the Assemblymembers nominated for committee membership, and that there is at least one Assemblymember nominated for appointment to each committee who has expertise in the areas assigned to the committee.
 - (c) Each year following the regular municipal election, all Assemblymembers will be given an opportunity to indicate in writing which of the standing committees they request to serve on. At least two of the nominations for appointment for each standing committee shall be made from those Assemblymembers, if any, who have requested to serve on the committee for which the appointments are to be made. The nomination for membership and chair positions shall be made by the Mayor and ratified by the Assembly within seven days of the first meeting after the certification of the regular municipal election each year. All committee members shall be appointed to serve for a term expiring upon ratification by the Assembly of the committee appointments following the next regular municipal election. All committee members serve at the pleasure of the Assembly.
 - (d) A standing committee may at the call of its chair or the vote of its membership take up any matter within the scope of its charge established by these rules and not pending as legislation authorized by the Assembly. Matters not within the scope of any standing committee, or within the scope of more than one standing committee shall be assigned by the Mayor.
 - (e) Each committee shall refer information to and coordinate activities with other appropriate committees. Issues referred to another committee and any directions to the Manager must have the concurrence of a majority of the committee members.
2. Human Resources Committee. The Human Resources Committee may take up issues relating to the health and well-being of Juneau citizens and their participation in local government. The duties of the Human Resources Committee shall include:
- (a) Nominating citizens to all CBJ boards and commissions. Appointment to such bodies shall be made by the full Assembly;
 - (b) Making recommendations to the full Assembly regarding the issuance, renewal or transfer of liquor licenses, restaurant designation permits, and marijuana licenses;

- (c) Reviewing and proposing amendments to these Rules;
 - (d) *Reserved.*
 - (e) Overseeing Juneau's relations with its sister cities;
 - (f) Membership for Certain Appointments. The Human Resources Committee shall meet as needed to recommend appointments to the Planning Commission, the Hospital Board, the Ski Area Board, the Aquatics Board, the Docks and Harbors Board, and the Airport Board. The Mayor and all Assemblymembers shall serve as members of the Committee and the Human Resources chair shall serve as chair at these meetings.
3. Finance Committee. The Finance Committee may take up issues relevant to the fiscal status of the CBJ. The Mayor and all Assemblymembers shall serve as members of the Finance Committee. The duties of the Finance Committee shall include:
- (a) Review of the Manager's proposed budget and recommendations to the Assembly for a final budget;
 - (b) Review of the fiscal policies of the CBJ as deemed necessary by the committee.
4. Committee of the Whole. The Committee of the Whole may take up those issues within the jurisdiction of multiple committees and those warranting detailed review prior to consideration by the Assembly. The Mayor and all Assemblymembers shall serve as members of the Committee of the Whole. Generally, the rules of the Assembly shall be followed in the Committee of the Whole, provided that, at the discretion of the chair, the rules may be relaxed and the rules relating to participation by the presiding officer and the number of times a member may speak shall not be in effect unless otherwise ordered by a majority of the committee. In preparing the committee agenda the chair shall consult with the Mayor.
5. Lands Committee. The Lands Committee may take up issues relevant to the lands, water or air within the City and Borough. The duties of the Lands Committee shall include recommendations to the Assembly regarding:
- (a) The preparation and revision of a land management plan and the acquisition and disposal of CBJ lands;
 - (b) The administration of the lands fund and the mineral holdings of the CBJ.
 - (c) Implementation of the Long Range Waterfront Development Plan, and issues relating to use and development of the CBJ waterfront.
 - (d) Promotion of improved housing availability in the City and Borough.

6. Public Works and Facilities Committee. The PWFC may take up issues relevant to the infrastructure of CBJ, including transportation and utilities. The duties of the PWFC shall include:
 - (a) Making recommendations to the Assembly regarding the capital improvement program required by Charter section 9.2 and other capital improvement plans and lists;
 - (b) Advising each newly elected Assembly of unfinished capital projects to be continued;
 - (c) Making recommendations to the Assembly regarding the preparation and revision of an areawide transportation plan.
 - (d) Making recommendations related to energy efficiency, renewable resources, waste reduction and recycling, global warming and green building.
7. Special Committees. Nominations for special committee appointments and the chair position of each special committee shall be made by the Mayor, and shall be subject to ratification by the Assembly. In making nominations for special committee appointments, the Mayor shall strive to ensure, to the extent reasonably possible, that there is a balance of opinion, viewpoints, and perspective among the Assemblymembers nominated for committee membership, and that there is at least one Assemblymember nominated for appointment to each such committee who has expertise in the areas assigned to the committee. All members shall serve at the pleasure of the Assembly.

D. *Reserved.*

E. Quorum of Committees. For the Committee of the Whole and the Finance Committee, a majority of the membership shall constitute a quorum. For committees with seven or eight members, four of the membership shall constitute a quorum, for committees with five or six members, three of the membership shall constitute a quorum. For committees with four or fewer members, two of the membership shall constitute a quorum for the transaction of business.

F. Voting. The minimum vote required to take official action shall be the same as that constituting a quorum; provided, however, that in the case of a tie vote, the action fails.

RULE 6. ASSEMBLY LIAISONS TO BOARDS AND COMMISSIONS.

A. Appointment of Liaisons. The Mayor shall nominate one member of the Assembly to serve as the liaison to each of the following City and Borough boards and commissions:

Planning Commission
Hospital Board
Docks and Harbors Board
Airport Board
School Board
Ski Area Board
Aquatics Board

The nominations shall be subject to ratification by the Assembly. Liaisons to other entities may be appointed from time to time.

B. Role of Liaison. Assembly liaisons serve as a link between the Assembly and the board or commission to establish and maintain communication between the bodies on issues, projects, and other matters of mutual concern and interest. Assembly liaisons are not required to regularly attend board or commission meetings; but if they do, they shall not have the power to vote on the board or commission, and are not to be counted in determining whether a quorum of the board or commission is present.

C. Other Meetings. The Assembly encourages its members to attend meetings of other boards, commissions, and citizen groups and inform the Assembly on the activities of those bodies and the issues before them, as appropriate.

RULE 7. DEBATE.

A. Speaking on the Question. A member or the Manager may speak more than once to the same question at the same stage of proceedings provided that priority of access to the floor shall be given to members who have not spoken on the question. Members shall endeavor to provide the body with relevant facts and arguments and shall strive to avoid redundancy.

B. Asking Questions. After obtaining recognition from the chair, a member may ask direct questions of another member of the Assembly or to a person appearing before the Assembly. The questions may not be argumentative.

C. Decorum. Members shall not question the motives, competency or integrity of any person except as necessary to decide an appeal, personnel evaluation, contract award, or other matter in which such issues are clearly relevant. The chair shall admonish any member violating this rule and if violations are severe or repeated, may without a vote declare a recess not to exceed ten minutes.

RULE 8. RULES OF PUBLIC PARTICIPATION.

When permitted by Rule 14, public participation during hearings on ordinances and matters other than appeals will be conducted according to the following rules, which will be posted in the Assembly Chambers:

- A. The hearing will be conducted by the Mayor as chair.
- B. The Mayor will open the hearing by summarizing its purposes and reemphasizing the rules of procedure.
- C. The Mayor may set a time limit for public testimony, for individual speakers, or both if it appears necessary to gain maximum participation and conserve time, and may for the same reason disallow all questions from the Assembly to members of the public. The time limit may be extended by a majority of the Assembly. The time limit for individual speakers shall be uniform for all speakers, and shall be strictly enforced. Speakers shall not have the right to transfer their unused time to other speakers, but the Mayor may grant additional time to a person speaking on behalf of a group present in the chambers.
- D. Citizens will be encouraged to submit written presentations and exhibits. Material submitted to the Manager's office more than three business days before a meeting and comprising ten pages or less will be eligible for copying for that meeting. Material submitted less than three days before a meeting will be distributed by the Clerk at the meeting provided that the submission includes at least 15 copies.
- E. The Mayor will set forth the item or subject to be discussed and will rule non germane comments out of order.
- F. All speakers, public, and members of the Assembly will be recognized by the chair by surname.
- G. Members of the public will precede their remarks by stating their names and, unless otherwise allowed by the Mayor, their place of residence.
- H. Members of the Assembly will not direct questions to each other or to the chair during public participation except as to the conduct of the hearing.
- I. Members of the Assembly may direct questions to members of the public only to obtain clarification of material presented. The questions may not be argumentative, nor may they have the purpose or effect of unreasonably extending any time limit applicable to public speakers.
- J. The public may direct questions to the Assembly or the administration. The questions may not be argumentative.
- K. The public may direct questions to the chair only as it pertains to the conduct of the hearing.

L. The Manager may participate in the same manner as the members of the Assembly.

M. There shall be an opportunity for public participation on non-agenda items at each regular meeting of the Assembly. Such public participation shall be limited to no more than 20 minutes, with each speaker limited to a length of time set by the Mayor not to exceed five minutes. Assemblymembers may ask questions of the speaker, but shall not deliberate at that time on matters raised, or answer questions directed to the members.

RULE 9. MOTIONS.

A. Seconds. Seconds to motions are not required.

B. Renewal of Defeated Motions. Defeated motions may be renewed only under suspension of the rules.

C. Priority of Privileged Motions. Privileged motions shall have the following priority:

1. Fix time to adjourn
2. Give notice of reconsideration
3. Adjourn
4. Recess
5. Question of privilege of the body
6. Question of personal privilege

RULE 10. CLERICAL ERRORS.

Clerical errors that do not affect the substance of an ordinance or resolution, such as errors in numbering or errors in spelling, may be corrected by the Attorney upon discovery of the error.

RULE 11. VOTE REQUIRED.

The affirmative vote of five members of the Assembly shall be sufficient to take any action except as otherwise provided by Charter or ordinance and except in the following instances, which require the affirmative vote of at least six members:

- A. Limiting, extending, or closing debates
- B. Suspension of the rules
- C. Setting of or postponement of special orders
- D. Objection to consideration of question

- E. Motion for immediate vote (previous question)
- F. Rescind
- G. To take up a motion for reconsideration at the meeting at which the action to be reconsidered was taken

RULE 12. PARLIAMENTARIAN.

The Attorney shall act as the parliamentarian.

RULE 13. SESSIONS.

Each regular or special meeting of the Assembly constitutes a session for purposes of the rules.

RULE 14. PUBLIC PARTICIPATION CONFINED TO THAT AGENDA ITEM.

No person except a member or the Manager may participate in Assembly proceedings except as provided in the agenda item for public participation and except that the Attorney or Clerk may comment on professional or procedural aspects. Public participation shall be permitted on a motion to recess into executive session prior to the vote on such a motion. Public participation shall be permitted on all items on the agenda, except for meetings advertised as work sessions only, but shall not be permitted on items before the body for information or scheduling purposes except to the extent such public participation concerns scheduling only.

RULE 15. RECONSIDERATION.

A. What May Be Reconsidered. Main motions, amendments to main motions, privileged motions involving substantive questions, and appeals are subject to reconsideration. Procedural motions may not be reconsidered.

B. Who May Reconsider. Any member, whether or not that member voted on the prevailing side, may give notice of or move for reconsideration.

C. Effect of Notice. The effect of giving notice of reconsideration is to suspend all action on the subject of the notice until a motion for reconsideration is made and acted upon or until the time within which the motion for reconsideration may be made and acted upon has expired.

D. Time in Which Notice Must Be Taken Up. A notice of reconsideration expires unless a motion for reconsideration is made and acted upon prior to adjournment of the next regular meeting succeeding the meeting at which the action to be reconsidered occurred.

E. Successive Reconsideration. There may be only one reconsideration even though the action of the Assembly after reconsideration is opposite from the action of the Assembly before reconsideration.

F. Precedence. A motion for reconsideration has precedence over every main motion and may be taken up at any time during the meeting when there is no other motion on the floor.

G. Effect. A motion for reconsideration completely cancels the previous vote on the question to be reconsidered as though the previous vote had never been taken.

RULE 16. TELEPHONIC PARTICIPATION.

A. A member may participate via telephone in an Assembly meeting, or an Assembly Committee meeting, if the member declares that circumstances prevent physical attendance at the meeting. If the Mayor chooses to participate via telephone, the Deputy Mayor shall preside.

B. No more than the first three members to contact the Clerk regarding telephonic participation in a particular meeting may participate via telephone at any one meeting.

C. The member shall notify the Clerk and the presiding officer, if reasonably practicable, at least four hours in advance of a meeting which the member proposes to attend by telephone and shall provide the physical address of the location, the telephone number, and any available facsimile, email, or other document transmission service.

D. At the meeting, the Clerk shall establish the telephone connection when the call to order is imminent.

E. A member participating by telephone shall be counted as present for purposes of quorum, discussion, and voting.

F. The member participating by telephone shall make every effort to participate in the entire meeting. From time to time during the meeting the presiding officer shall confirm the connection.

G. The member participating by telephone may ask to be recognized by the presiding officer to the same extent as any other member.

H. To the extent reasonably practicable, the Clerk shall provide backup materials to members participating by telephone.

I. If the telephone connection cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the Clerk shall attempt to establish or restore the connection, provided that if the member participating by telephone is necessary to achieve a quorum, the meeting shall be at ease, recess, or adjourn as necessary until the telephone connection is established or restored.

J. Meeting times shall be expressed in Alaska time regardless of the time at the location of any member participating by telephone.

K. Participation by telephone shall be allowed for regular, special, and committee meetings of the Assembly.

L. Remarks by members participating by telephone shall be transmitted so as to be audible by all members and the public in attendance at the meeting, provided that in executive session the remarks shall be audible only to those included in the executive session.

M. Any member of the public present with the member participating by telephone shall be allowed to speak to the same extent he would if physically present at the meeting.

N. As used in these rules, "telephone" means any system for synchronous two-way voice communication. "Mayor" includes the Acting Mayor or any other member serving as chair of the meeting.

RULE 17. ADOPTION OF ROBERT'S RULES OF ORDER.

The conduct of the meetings of Assembly shall be governed by the Mayor according to Robert's Rules of Order, 11th Edition, except as otherwise provided by Charter, law, or these rules.

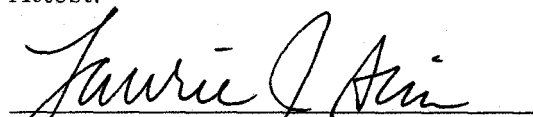
Section 2. Repeal of Resolution. Resolution No. 2550 is repealed.

Section 3. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 23rd day of January, 2017.


Kendell D. Koelsch, Mayor

Attest:


Laurie J. Sica, Municipal Clerk

DRAFT 2019 CBJ Assembly Meeting Calendar

<p>January</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	<p>February</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28</p>	<p>March</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p>	<p>April</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30</p>
<p>May</p> <p>S M T W T F S</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p>	<p>June</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30</p>	<p>July</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p>	<p>August</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p>
<p>September</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30</p>	<p>October</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	<p>November</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p>	<p>December</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30 31</p>

Regular Assembly Meetings

- ◆ January 7
- ◆ January 28
- ◆ February 11
- ◆ March 4
- ◆ April 1
- ◆ April 22
- ◆ May 13
- ◆ June 3
- ◆ June 24
- ◆ July 22 (last reg. meeting to intro a ballot ordinance)
- ◆ August 19 (last reg. meeting to adopt a ballot ordinance)
- ◆ September 16
- ◆ October 14 (Assembly Reorganization Meeting)
- ◆ November 4
- ◆ November 25
- ◆ December 16

SPECIAL EVENTS & CONFERENCES

Jan. 15 the 31st Legislative Session Begins (may change)

Jan. 16 Legislative Reception

Feb. 12-13 SE Conf. Mid-Session Summit, Juneau

Feb. 19-21 AML Mid-Session Summit, Juneau

Aug. 20-23 AML Summer Meeting, Soldotna

Sept. 11-13 SE Conf. Annual Mtg., location TBD

Oct. 1 CBJ Election Day

Oct. 8 CBJ Election Certified

Nov. 18-22 NEO/AML/ACoM, etc., Anchorage

□ Reg. Assembly & HRC Meetings

○ PWFC, Lands & Assembly COW

◇ Finance Committee

☼ Holidays



BIDDING REVIEW BOARD

BOARD ROSTER



BRAD WALDRON

1st Term Jul 11, 2016 - May 31, 2019

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3



EDWARD KING

1st Term Jun 05, 2017 - May 31, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1



STEPHEN SORENSEN

3rd Term Jun 01, 2018 - May 31, 2021

Appointing Authority Assembly

Position Voting Member

Category Public/Attorney

Dais Seat 2



VACANCY

Position Voting Member

Category Public



VACANCY

Position Voting Member

Category Public



JENSEN-OLSON ARBORETUM ADVISORY BOARD

BOARD ROSTER



DEBORAH RUDIS

3rd Term Oct 12, 2009 - Jan 31, 2019

Appointing Authority Assembly
Position Voting Member
Category Public: Financial
Dais Seat 8



PETER FROELICH

4th Term Jan 01, 2007 - Jan 31, 2019

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 4



SHAWN EISELE

2nd Term Nov 10, 2014 - Jan 31, 2019

Appointing Authority Assembly
Position Voting Member
Category Discovery Southeast Representative
Dais Seat 3



NELL MCCONAHEY

2nd Term Nov 10, 2014 - Jan 31, 2020

Appointing Authority Assembly
Position Voting Member
Office/Role Vice-Chair
Category Public: Artist
Dais Seat 7



KIM GARNERO

3rd Term Feb 07, 2011 - Jan 31, 2020

Appointing Authority Assembly
Position Voting Member
Category Public: Financial
Dais Seat 5



ED BUYARSKI

5th Term Feb 01, 2018 - Jan 31, 2021

Appointing Authority Assembly
Position Voting Member
Office/Role Chair
Category Public: Horticulture
Dais Seat 2



PATRICIA HARRIS

5th Term Feb 01, 2018 - Jan 31, 2021

Appointing Authority Assembly
Position Voting Member
Category SEAL Trust Representative
Dais Seat 6



KRISTIN BARTLETT

1st Term Sep 02, 2015 - Jan 31, 2020

Appointing Authority Assembly
Position Voting Member
Category School Superintendent's Designee
Dais Seat 1



VACANCY

Appointing Authority PRAC
Position Ex-Officio
Category PRAC Liaison
Dais Seat 10



VACANCY

Position Voting Member
Category Public
Dais Seat 9



JUNEAU HUMAN RIGHTS COMMISSION

BOARD ROSTER



SAMANTHA WEINSTEIN

2nd Term Feb 08, 2016 - May 31, 2020

Appointing Authority Assembly

Position Voting Member

Office/Role Secretary

Category Public

Dais Seat 5



HAIFA SADIGHI

2nd Term Feb 11, 2013 - May 31, 2020

Appointing Authority Assembly

Position Voting Member

Office/Role Chair

Category Public

Dais Seat 1



BRITTA TONNESSEN

2nd Term Jun 01, 2018 - May 31, 2021

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 4



VACANCY

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



VACANCY

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3



PARKS & RECREATION ADVISORY COMMITTEE

BOARD ROSTER



WADE BRYSON

1st Term Oct 15, 2018 - Oct 14, 2019

Appointing Authority Assembly
Position Ex-Officio
Office/Role Assemblymember
Category Assembly Liaison
Dais Seat 10



WILL MULDOON

1st Term Sep 17, 2018 - Feb 28, 2019

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 7



EDRIC CARRILLO

1st Term Apr 03, 2017 - Feb 28, 2019

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 2



CHRISTOPHER MERTL

3rd Term Aug 24, 2009 - Feb 28, 2020

Appointing Authority Assembly
Position Voting Member
Office/Role Chair
Category Public
Dais Seat 5



JON GELLINGS

1st Term May 14, 2018 - Feb 28, 2020

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 9



JOSH ANDERSON

2nd Term Feb 24, 2014 - Feb 28, 2020

Appointing Authority Assembly
Position Voting Member
Office/Role 2nd Vice-Chair
Category Public
Dais Seat 1



KIRSTEN SHELTON

1st Term Mar 01, 2018 - Feb 28, 2021

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 6



TOM RUTECKI

3rd Term Mar 01, 2018 - Feb 28, 2021

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 8



EMILY PALMER

1st Term Mar 01, 2018 - Feb 28, 2021

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 3



MIKE EBERHARDT

5th Term Jan 01, 2004 - Dec 31, 2028

Appointing Authority Assembly
Position Ex-Officio
Office/Role State Parks Liaison
Category State Parks Liaison
Dais Seat 11



VACANCY

Appointing Authority Assembly
Position Voting Member
Category Public
Dais Seat 4